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OTE 87-6306

27 MAR 1987

MEMORANDUM FOR: Director of Personnel

25X1 FROM:

[redacted]  
Director of Training and Education

25X1 SUBJECT:

Participation of [redacted] C/SAS/OP, in  
the "Managing in CIA" Course

1. The Management Training Branch, Leadership Development Division of OTE piloted the new "Managing in CIA" course in December, 1986 and began regular runnings of the course in January, 1987. Based on student comments, one of the strengths of the course is the effectiveness of line-managers who make presentations. One such line-manager is [redacted] He has done an outstanding job explaining to students what they can do early on to identify employees with problems and get them professional help, as well as describing the process for handling employees who are no longer suitable for Agency employment. In addition, he was very helpful during the design phase, giving us his expert advice in constructing case studies for the course.

2. Here is a sampling of student comments on Andy's presentation:

"WOW! Talk about the right man for the right job!"

"Information was critical to me as a new supervisor--Excellent speaker."

[redacted] presentation is tops (it was on videotape).

Force him to appear in person every time.

"Good to hear the Agency has such a unit. It is a helpful management tool."

We have videotaped his presentation for use here and overseas.

3. I want to extend my personal appreciation to you for encouraging Andy to participate and to Andy himself for his outstanding contribution.

25X1  
cc. C/SAS/OP~~CONFIDENTIAL~~

25X1 MTB/LDD/OTE  (23 Mar 87)

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